



LOS ANGELES COUNTY COMMISSION ON HIV

3530 Wilshire Boulevard, Suite 1140 • Los Angeles, CA 90010 • TEL (213) 738-2816 • FAX (213) 637-4748

While not required of meeting participants, signing-in constitutes public notice of attendance. Presence at meetings is recorded solely based on sign-in sheets, and not signing-in constitutes absence for Commission members. Only members of the Commission on HIV Health Services are accorded voting privileges, thus Commissioners who have not signed in cannot vote. Sign-in sheets are available upon request.

COMMISSION ON HIV MEETING MINUTES September 8, 2005

Approved 10/13/05

MEMBERS PRESENT	MEMBERS PRESENT (cont.)	PUBLIC (cont.)	HIV/EPI AND OAPP STAFF
Ruben Acosta	James Skinner/Susan McGinnis	Judy de Chabert	Gordon Bunch
Carla Bailey/Kevin Lewis	Jonathan Stockton	Genevieve Clavreul	Rochelle Floyd
Anthony Braswell	Kathy Watt	Cesar Cruz	Patricia Gibson
Carrie Broadus	Fariba Younai	Mena Gorre	Michael Green
Robert Butler/Gary Vrooman		Shawn Griffin	Vicki Nagata
Charles Carter	MEMBERS ABSENT	Mario Guerrero	Mario Perez
Mario Chavez		Kathy House	David Pieribone
Alicia Crews-Rhoden/ Precious Jackson	Al Ballesteros, <i>Co-Chair</i>	Maxine Liggins	Sylvia Rumanes
	Nettie DeAugustine, <i>Co-Chair</i>	George Lin	Gloria Traylor-Young
Whitney Engeran	Adrian Aguilar	Anna Long	Diana Vasquez
Hugo Farias	John Griggs	Miguel Martinez	
Douglas Frye	Carlos Peralta	Elizabeth Mendia	COMMISSION STAFF/ CONSULTANTS
William Fuentes	Gloria Perez	Peter Nara	
David Giugni	Andrew Signey	Vicky Ortega	Virginia Bonila
Terry Goddard	Jocelyn Woodward	Laurie Paramore	Diane Burbie
Elizabeth Gomez		Jane Price	Gary Garcia
Jeffrey Goodman	PUBLIC	Daniel Rivas	Jane Nachazel
Richard Hamilton		Daniel Rocha	Glenda Pinney
Marcy Kaplan	Chi-Wai Au	Ricki Rosales	Doris Reed
Brad Land/Dean Page	Alicia Avalos	John Schunhoff	James Stewart
Davyd McCoy	Cinderella Barrios-Cernik	Lari Sheehan	Nicole Werner
Ruel Nollado	Kathy Bouch	Ron Snyder	Craig Vincent-Jones
Quentin O'Brien	Libby Boyce	Dana Van Gorder	
Everardo Orozco	Diane Brown	Jan Wise	
Angelica Palmeros	Richard Browne	Rocio Yong	
Wendy Schwartz	Michael Castillo		

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I. CALL TO ORDER: Mr. Stewart reported that Mr. Ballesteros is out of the country on a trip that had been planned several months earlier, and Ms. DeAugustine had been called to Houston to work on disaster relief earlier in the week. According to the policy passed in July 2004, Mr. Stewart was delegated the authority to run the meeting. Mr. Stewart called the meeting to order, cautioning observance of the time guidelines due to the extremely heavy agenda.

A. Roll Call: Roll call was taken by Mr. Vincent-Jones.

II. APPROVAL OF AGENDA:

- Jonathan Fielding's report was moved ahead of other agenda items in order to accommodate John Schunhoff's schedule.
- Mr. Giugni noted the Ms. Watt would be giving the Prevention Planning Committee (PPC) report.

MOTION #1: Approve the agenda order (*Passed by Consensus*).

III. APPROVAL OF MEETING MINUTES:

A. July 14, 2005: There were no changes to the meeting minutes from July 14, 2005.

MOTION #2: Approve the minutes from the July 14, 2005 Commission on HIV meetings (*Passed by Consensus*).

IV. PARLIAMENTARY TRAINING: There was no parliamentary report.

V. PUBLIC COMMENT, NON-AGENDIZED: Rocio Yong, from AltaMed and representing the Latino Coalition Against AIDS, the Latino Community Development Initiative (CDI), announced a partnership with Univision, the Spanish-language television network, to produce an educational segment on HIV/AIDS. The segment is scheduled to air on Wednesday, October 12, 2005 from 6:00 - 11:00 pm and coincides with National Latino AIDS Awareness Day. The segment will be seen in Riverside, San Diego, Santa Barbara, Ventura, Los Angeles and San Bernardino Counties. Audience members will be able to call in with questions and concerns about HIV. Ms. Yong noted that the partners were recruiting fluent Spanish-speaking people knowledgeable about HIV to staff the phone lines.

VI. COMMISSION COMMENT, NON-AGENDIZED: There were no Commission comments.

VII. CO-CHAIRS' REPORT:

- A. DHS/Public Health Separation:** Dr. Schunhoff, Chief of Operations at Public Health, made the presentation on Dr. Fielding's behalf, who had been called to New Orleans for disaster relief. Dr. Schunhoff began by noting that Supervisor Knabe had introduced a motion asking the Chief Administrative Office (CAO) to review the possibility of separating Public Health from the Department of Health Services (DHS). The resulting CAO report reviewed the pros and cons of the proposal, and the steps to accomplish it. On June 28, 2005, the Board approved a subsequent Knabe motion supporting the separation in concept and setting an October 18, 2005 target date. The Board created a planning process led by the CAO and includes Public Health, DHS, Department of Human Resources, Internal Services Department, Auditor-Controller, and a number of other County departments. Dr. Schunhoff indicated that there are status reports available on the website.
- B. Endorsement Letter for Title I Application:** Mr. Vincent-Jones reported that there was a copy of the standard endorsement letter from the Co-Chairs required to accompany the annual Year 16 Title I application.
- C. Annual Meeting:** Mr. Vincent-Jones reminded the Commission that the Annual Meeting was scheduled for November 14-15, 2005. While the venue yet had not yet been confirmed, it would be in SPA 2 (San Fernando Valley). He said the work group would begin developing the agenda next.
- D. New Members/Committee Assignments:** Mr. Vincent-Jones noted that some adjustments were made to the Committee assignments due to scheduling conflicts with some members had. While all those affected had been informed, he suggested that any questions or concerns be directed to him.

VIII. PUBLIC/COMMISSION COMMENT FOLLOW-UP

- A. ADAP/Medi-Cal Eligibility:** Mr. Vincent-Jones referred to the concern Dr. Jordan had raised several month previously that people were losing their ADAP benefits because they were not recertified for Medi-Cal. Mr. Vincent-Jones reported that OAPP has helped resolve this matter. Ms. Vasquez reported that Ramsdel, the pharmacy benefits company with which the State contracts for ADAP management, that the Oasis experience was an isolated challenge. The issue was resolved by working with Drew, finding solutions including making duplicate certifications available for clients who lose them. Ms. Vasquez indicated that OAPP's ADAP Coordinator is Henrietta Shell, who can be reached at 213.351.8431, and said that Ms. Shell communicates with the State and all enrollment sites on a regular basis.

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- B. Food Vouchers:** Mr. Vincent-Jones reported that Mr. Hamilton had previously asked the Priorities and Planning (P&P) Committee the decision not to allocate funds for food vouchers, and the P&P Committee had referred the issue to Standards of Care (SOC) to be considered as they were developing standards. Dr. Younai added that the issue was discussed during the Food Distribution expert review panel on April 20, 2005. The consensus of the group was that food vouchers are not an effective method for ensuring adequate client food intake, and the group unanimously felt that the Commission's original decision to eliminate the service category was correct.

IX. EXECUTIVE DIRECTOR'S REPORT: Mr. Vincent-Jones announced that there would be a Brown Act workshop conducted by the Executive Office of the Board of Supervisors on October 6, 2005 at 10:00 am, and recommended it for all who are interested, especially the new Commissioners.

- A. Year 15 Conditions of Award (COAs):** Annually, the Commission is required to contribute information for the Conditions of Award (COA) for Title I. Mr. Vincent-Jones indicated that the accompanying COA information detailed the Commission's accomplishments and challenges from the prior year.
- B. Affiliated 501(c)3 Organization:** Mr. Vincent-Jones reminded the Commission that he began discussing the idea of setting up a 501(c)3 organization affiliated with the Commission. The new organization would allow the Commission to accept donations from private foundations to fund specific initiatives or current activities or to subcontract with other government organizations doing special projects through the Commission. Mr. Vincent-Jones made it very clear that it would not compete with providers and their fundraising efforts.
- C. Staffing/Personnel Changes:** Mr. Vincent-Jones reported the following personnel updates—
- Elizabeth Ramos was hired to fill the Senior Secretary III position.
 - The Research Analyst III proposed a few months prior was approved by the CAO and the Board of Supervisors.
 - Recruitment for the Planning AA III is ongoing; 60 applications were received in response to the job bulletin.
- D. UCLA NIH Application:** The Commission participated in an National Institutes of Health (NIH) application with UCLA School of Dentistry to measure the effectiveness of oral health services.

X. STATE OFFICE OF AIDS (OA) REPORT: There was no State Office of AIDS report.

XI. OFFICE OF AIDS PROGRAMS AND POLICY (OAPP) REPORT:

- A. Year 16 Title I Application:** Mr. Michael Green reported that the Title I Application is due to HRSA on September 30, 2005. He further explained that OAPP had been notified back in early summer that because they had requested an extension on the annual progress report, it was suggested that they would lose a COA point. OAPP subsequently sent a letter to contest the decision, and is awaiting an answer. Since then, the application guidance now details that the COA have no point value, meaning that the application itself is worth 100 points. In response to Mr. Vincent-Jones' question citing the guidance statement that applications may be given "special consideration", Dr. Green said that OAPP is following up with HRSA to better clarify that vague language. Mr. Vincent-Jones recommended specific follow-up on the "extra credit" item and a report back on how it will be implemented/incorporated into application scoring.
- B. Miscellaneous:**
- Mr. Perez reported that OAPP expects Congress to develop Ryan White CARE Act legislation soon—first in the Senate to be followed by similar legislation from the House. He added that the County is reviewing the Administration's Re-authorization Principles with a couple of areas of note. First, the County is interested in maintaining as much flexibility and control determining priorities and allocating resources as it can. Second, there are concerns that California will be disadvantaged by 2007 deadline to convert to HIV case counts, since the CDC will not accept data from code-based systems. While there were extensive efforts to convince the State to convert to a name-based system, it has not yet happened.
 - For the most recent COA, OAPP submitted the FSR and the final progress report for FY 2004. There was a 13% increase in medical outpatient clients, in spite of level funding.
 - OAPP is working closely with the State to secure an emergency release ADAP application form for HIV-positive Gulf State evacuees who have migrated to Los Angeles County. They want to make sure that there is no prescription interruption for evacuees who were in care. Mr. Perez noted that medical outpatient providers would receive instructions from OAPP in the following weeks about the addition of a few more questions to CaseWatch to determine if new enrollees are evacuees. He added that Houston's Montrose clinic is expecting huge numbers of new client evacuees, and some fundraising efforts for the Montrose Clinic have been launched in recognition of the additional burden that the clinic will be shouldering. Mr. Land asked if FEMA would involve resources such as OAPP, given the difficulties Houston had enrolling new evacuees into care systems. Mr. Perez promised to follow-up with the suggestion.

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- The Los Angeles Gay and Lesbian Center (LAGLC) is sponsoring a summit on crystal meth use with and a few other groups, and support from OAPP. Increased meth use locally, Mr. Perez continued, is accelerating high-risk behavior, HIV transmission and poor health outcomes. It is hoped that the summit will result in some tangible programmatic recommendations for implementation in Los Angeles County.
- Mr. Perez noted that Gunther Freehill had accepted a position with the Washington DC HIV/AIDS Administration.
- Mr. Perez also reported that OAPP is recommending Dr. Jan King, OAPP Medical Director, for the Commission's Title II seat, and he will submit an application for the OAPP seat.
- Mr. Perez introduced Gloria Traylor-Young as OAPP's Interim Chief of Staff; Sophia Rumanes as OAPP's Interim Director of Prevention Services, and David Pieribone as OAPP's contract monitor for Service Provider Networks.

XII. HIV EPIDEMIOLOGY PROGRAM REPORT: Mr. Vincent-Jones introduced Dr. Frye, Medical Director, for HIV Epi and announced that he has been appointed to the Office of Health Assessment and Epidemiology seat.

A. HIV Epidemiological Profile Update:

- Dr. Frye opened his presentation by discussing HIV/AIDS epidemiologic trends in Los Angeles County. He noted that CDC just released news that the US has passed one million people living with HIV/AIDS. As of June 2005, he reported, there have been approximately 49,728 AIDS cases since 1981; 58% of whom have died and 20,739 people living with AIDS. About 13,976 non-AIDS/HIV cases have been reported so far by non-name code. He also showed several comparisons of people living with AIDS by ethnic group.
- Some Commissioners asked for some of the charts to be broken down by different categories such as exposure, heterosexual, in comparison to states, and in other ways. Dr. Frye said he would try to update the presentation. Mr. Vincent-Jones said he would forward the final presentation to all of the Commissioners by e-mail.
- Dr. Frye further explained more about the code-based HIV reporting process. He said they get about 88,000 lab reports a year indicative of HIV infection. There is currently a backlog of 10,000+ reports to investigate, and they expect that those backlogged cases are potentially new cases, but also know that a percentage of them are errors and/or duplicates. Dr. Frye was asked what preparations were being made in anticipation of implementation of name-based HIV reporting, and what type of lead time will be needed before they start reporting by name. Dr. Frye estimated that it will take two-six months to get the system up to speed, but they will begin reporting by name immediately. To the extent possible, they intend to repopulate the case reports they already have, some electronically and others by provider follow-up, while collecting new data.
- Mr. Perez agreed that it would be helpful to look at the landscape of HIV cases by behavior risk group, but cautioned that not everyone is forthcoming with behavioral risk information. He clarified for counseling and testing week, June 2005, the effort focuses on all behavioral risk groups. Some exceptions were that transgenders were targeted in South Los Angeles, while African-Americans or Latinos in a age categories were not identified with specific behavioral risk categories—as they did in the other SPAs.

XIII. PREVENTION PLANNING COMMITTEE REPORT:

- Ms. Watt reported that the PPC conducted business in the first half of their August meeting, and the second half of the meeting was devoted to committee breakouts. They will follow this format in alternate months. The PPC had two presentations at its meeting the previous week:
 1. Increasing HIV testing through a health promotion focus, by Dr. Galvin from Charles-Drew in collaboration with Bienestar and LAGLC.
 2. George Ayala presented about re-imaging HIV prevention for gay and bisexual men of color.

XIV. TASK FORCE REPORTS: Mr. Vincent-Jones announced that Task Force Reports would be a new standing item on the monthly meeting agenda, and thanked Ron Snyder from the Incarcerated Task Force for bringing this to his attention. In recognition of the Commission's past action to acknowledge and hear information from the Task Forces, this time would be devoted to Task Force reports, questions, announcements and/or other issues they wanted to raise. The Commission staff is currently updating the Task Force information to inform them of this important addition to the Commission agenda.

- Ms. Watt reported on the HIV Alcohol Drug and Alcohol Task Force. The Task Force held a six-hour training conducted by HIV/AIDS Legal Services Alliance (HALSA) in Gardena, attended by approximately 80 people. Due to the response and the questions asked during the meeting, they will hold an all-day training in January focusing on legal issues—primarily immigration, confidentiality and on housing. On November 2, 2005, the training will focus on issues affecting seniors, with the City of Los Angeles Senior Services presenting on mental and physical health issues, including a Q-and-A panel of seniors. The topics will include substance abuse, including prescription medication abuse, public benefits, HIV and sexual activity.

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XVI. STANDING COMMITTEE REPORTS:

- A. Standards of Care (SOC) Committee:** Dr. Younai introduced Mr. Braswell as the new Co-Chair in SOC Committee. Mr. Braswell summarized that three standards were being presented for approval, and had already been introduced at the Commission meeting on July 14 for public comment. The other three standards were being introduced for public comment for the first time, and would seek approval at the next Commission meeting.
1. **Treatment Education:** The one significant change is the quality management language provided by OAPP to be incorporated.
- MOTION #3:** Adopt the Treatment Education standards of care, as presented (*Passed by Consensus*).
2. **Peer Support:** The same change as for Treatment Education.
- MOTION #4:** Adopt the Peer Support standards of care, as presented (*Passed by Consensus*).
3. **Nutrition Therapy:** In addition to the additional quality management language, Mr. Braswell commented that there were a number of other public comments received. They received a letter during public comment requesting an extension of the public comment period; however, the Committee felt that they had given adequate attention and time to public comment, and, as a result, declined the request. He reviewed the remainder of public comments, and the Committee's various responses.
- MOTION #5:** Adopt the Nutrition Therapy standards of care, as presented (*Passed by Consensus*).
4. **Food Distribution:** Dr. Younai introduced food distribution services that improve and sustain client health, nutrition and food security.
 5. **Substance Abuse, Treatment:** These services empower the clients to maximize the effectiveness of the medical care through cessation or reduction of substance use, improve their social functioning, self-esteem, insight and awareness, and to learn to positively cope and live with HIV/AIDS.
 6. **Substance Abuse, Residential:** This service helps clients achieve and maintain a lifestyle free of substance abuse as they prepare to transition into permanent, stable housing.
 7. **Health Systems Task Force:** This item was postponed due to time constraints.
- B. Public Policy Committee:** Ms. Schwartz referred to the accompanying packet which included various miscellaneous documents and updates on needle exchange and medical marijuana activities regionally, along with the public policy docket. The Los Angeles County Board of Supervisors approved Countywide needle exchange and funding, meaning that they will double the syringe exchange funding available in the area. She acknowledged Dr. Anna Long and her staff for working long and hard on this issue.
1. **Medicare Part D:** Mr. Van Gorder, from the San Francisco AIDS Foundation, began his presentation by noting that Medicare Part D will take effect January 1, 2006, and remarked that it will likely cause some major inconvenience and difficulty in the community. There are a number of implications for people living with HIV/AIDS, and extensively complicates interaction between Medi-Cal, ADAP and other programs. He explained the gaps in coverage that will occur, and what types of supplemental assistance is going to be needed for beneficiaries.
 - Mr. Perez suggested that the first step is to assess the true impact—principally through CaseWatch. He noted that is estimated about 6,000 HIV-positive clients in California would be impacted, and estimated 2,000 for Los Angeles County. He added that the eligibility options and coverage scenarios must be reviewed for clients. He offered to have OAPP staff conduct a very quick assessment of the likely impact, but that will change and require frequent reporting to the planning council if the EMA is going to be adequately responsive.
 - Mr. Vincent-Jones recommended that the Commission refer the matter to the P&P Committee for further review and action. Mr. Engeran committed the Public Policy Committee's attention to related advocacy issues.
 2. **CARE Act Reauthorization:** Ms. Schwartz indicated that the Administration Reauthorization Principles were in the packet as well as the Commission's response. Due to time constraints, she encouraged further discussion at the next Public Policy Committee meeting the following Friday from 9:30 - 11:30 am. She noted that members of the Public Policy Committee and others have been meeting with the Los Angeles County Congressional delegation about the Reauthorization Principles.
 3. **Name-based HIV Reporting:** Mr. Engeran thanked Mr. Vincent-Jones for his efforts and hard work pulling together people from all over the State in many different ways to work and discuss this issue. He also acknowledged Gordon Bunch and the great partners at the AIDS Healthcare Foundation, Bienestar, LAGLC, APLA, African American Organizations as well as several consumers. Included in the packet is what was the final legislative language negotiated with both past and new partners.
- C. Recruitment, Diversity and Bylaws (RD&B) Committee:**
1. **Bylaws:** Mr. Butler referred to the proposed revised Bylaws presented in July; and indicated that they are in the accompanying Commission packet for final approval.

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MOTION #6: Approve the bylaws revised in accordance with the new County Code 3.29, as presented (*Passed by Consensus*).

2. **Evaluation Training, Academy for Educational Development:** Mr. Butler reported that the Committee is hosting a training on evaluation of planning council work (entitled Monitoring and Evaluating the Planning Process), provided from the Academy for Education Development. The training is scheduled for October 17, 2005 from 8:30 am to 4:30 pm. Mr. Vincent-Jones encouraged all to attend, and noted that this is the last of these trainings available anywhere in the country. Anyone interested in attending, please RSVP to Nicole Werner from the Commission office.

D. Priorities and Planning (P&P) Committee: Mr. Land reported that included in the accompanying Commission packet was a report to the Board of Supervisors describing the last three Priority- and Allocation-Setting process concluded over the past year.

1. **Service Provider Networks (SPNs):** Mr. Land reported that they had numerous communications and discussions with SPNs, and that a workgroup convened at the SPNs insistence generated the following working relationship recommendations. He added that the Committee developed a Commission communication, along with a summary of the conclusions from the workgroup meetings, detailing recommendations for Commission/SPN working relationships. He noted that the recommendations came in two forms: 1) working relationship models between the Commission/SPN, and 2) Commission representation at the quarterly integrated SPN leadership meetings hosted by OAPP.

- Mr. Perez cautioned that the Commission understand its role as a planning body. He said that it is not within the purview of the Commission to issue a directive to OAPP. He asked that the Commission consider an open discussion with OAPP on recommendations related to their oversight of the SPNs.

MOTION #7: Ratify the Executive Committee's August 1, 2005 recommendations supporting the additions to the Service Provider Network (SPN) scope of work, as presented (*Passed by Consensus*).

E. Finance Committee:

1. **Proposed Year 16 Planning Council Budget:** Mr. Vincent-Jones introduced the draft budget prepared for the Year 16 Title I application. He expressed his discomfort forwarding a budget of this size, and acknowledged that the Year 16 Title I request was \$12 million more than currently received. He said that OAPP consistently requests a much higher amount because it is an estimate of the true need in the EMA, but never gets close to the amount requested. He cautioned that if that amount was received, the Commission might want to revisit its allocation for planning council support. In the meantime, the amount reflected the Commission's current 4% allocation for planning council support. He then went through the budget and illuminated specific items to which he had allocated operational funds.

MOTION #8: Approve the proposed Year 16 planning council budget, prepared for submission with the Year 16 Title I application (*Passed by Consensus*).

2. **Financial Reports:** Ms. Bailey reviewed the Year 15 financial expenditure reports, and noted that there are currently no anomalies, adding that the reports are still from early in the year. She also indicated that there were currently no delinquent agencies.

F. Ad Hoc Strategic Planning Committee:

1. **Joint Commission/Prevention Planning Committee (PPC) Meeting on Strategic Planning:** Ms. Burbie facilitated a discussion with assembled Commissioners and attending PPC members to answer strategic planning questions developed by the Ad Hoc Committee. Varied responses and discussion will be compiled and reported as part of the Annual Meeting discussion.

XVII. ANNOUNCEMENTS: Ms. Schwartz noted that the AIDS Walk will take place on October 16, 2005.

XVIII. ADJOURNMENT: The meeting was adjourned at 4:00 pm.

A. Roll Call: End-of-the meeting roll call was not taken.

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MOTION AND VOTING SUMMARY		
MOTION #1: Approve the Agenda Order.	<i>Passed by Consensus</i>	MOTION PASSED
MOTION #2: Approve the minutes from the July 14, 2005 Commission on HIV meeting.	<i>Passed by Consensus</i>	MOTION PASSED
MOTION #3: Adopt the Treatment Education standards of care, as presented.	<i>Passed by Consensus</i>	MOTION PASSED
MOTION #4: Adopt the Peer Support standards of care, as presented.	<i>Passed by Consensus</i>	MOTION PASSED
MOTION #5: Adopt the Nutrition Therapy standards of care, as presented.	<i>Passed by Consensus</i>	MOTION PASSED
MOTION #6: Approve the bylaws revised in accordance with the new County Code 3.29, as presented.	<i>Passed by Consensus</i>	MOTION PASSED
MOTION #7: Ratify the Executive Committee's August 1, 2005 recommendations supporting the additions to the Service Provider Network (SPN) scope of work, as presented.	<i>Passed by Consensus</i>	MOTION PASSED
MOTION #8: Approve the proposed Year 16 planning council budget, prepared for submission with the Year 16 Title I application.	<i>Passed by Consensus</i>	MOTION PASSED